

LANTEGLOS-BY-FOWEY PARISH COUNCIL

MINUTES OF THE FULL COUNCIL MEETING HELD IN THE WHITECROSS VILLAGE HALL

TUESDAY, 26th FEBRUARY 2019 @ 7pm

Present:

Cllr. Moore OBE (Chairman)

Cllr. Adams

Cllr. Bunt

Cllr. Carter

Cllr. Fisher

Cllr. T. Libby

Cllr. V. Libby

Cllr. Talling

Cllr. Wilton

In attendance

Mrs Thompson (Parish Clerk)

Minute	AGENDA ITEMS	Action
	<p><u>Chairman's Welcome and Public Forum</u> – the Chairman opened the meeting and welcomed those present.</p> <p><i>Cornwall Community Flood Forum</i> – Ms Cathryn Marcus, Flood Resilience Manager met with Members to consider a possible Flood Plan for the parish. She explained her role is funded by the Environment Agency and added there is money available from CC to create a Flood Plan. There is a 'toolkit' to assist and Members were given a leaflet regarding the <i>Cornwall Community Flood Forum</i> and a <i>Group Preparation Cycle</i>.</p> <p>Cllr. Adams said he did not think the flooding problem could be solved because there is no funding to improve drainage, but planning applications continue to be granted. Ms Marcus agreed but said a Flood Plan could help when the 'drains blow' and water is running down Fore Street.</p> <p>Cllr. Carter asked if there were any instances of developers contributing to the cost of flood prevention schemes. Ms Marcus will find out.</p> <p>Ms Marcus provided a blank Community Flood Plan as a starting point and indicated she is available to offer assistance. She confirmed that skills learned in creating a Flood Plan would be transferable to other types of emergency plans.</p> <p>A Flood Resilience Workshop is to be held on Tuesday, 19th March 2019, 9.30am-4.30pm, Chacewater Village Hall. Details previously emailed.</p> <p>Dr Helen Doe referred to her letter to the PC and queried what Members had intended when they made a £500 grant towards the WWI Project. (Minute 23c/2019 refers.)</p> <p>Members received reports from outside authorities as follows:</p> <ul style="list-style-type: none"> a. <i>Police</i> – PCSO Steve Cocks sent his apologies and reported that from 1st – 31st January 2019 three crimes had been reported, including two communication crimes and a criminal damage to a shed door. The new Tri Service Safety Officer will be in place soon covering Fowey and Polruan and he will hopefully attend with him at the next meeting. b. <i>County Councillor</i> – in the absence of Cllr. Hannaford there was no Cornwall Council report c. <i>Liskeard & Looe Network Panel Meeting</i> – Cllr. Moore's report of the meeting held on 6th February 2019 had been circulated via email. An update is expected at the March meeting regarding progress with the Highway issues, including road safety improvement at Lanteglos Highway. <p>Action Notes from the meeting had been circulated via email.</p>	Ms Marcus
17/2019	<u>Apologies for Absence</u> – Cllrs. Kelly and Shakerley and County Cllr. Hannaford.	

18/2019	<p><u>Members' Declarations –</u></p> <ul style="list-style-type: none"> a. <i>Pecuniary/Registerable Declarations of Interests</i> – none. b. <i>Non-registerable Interests</i> – none. c. <i>Declaration of Gifts</i> – Members were reminded they must declare any gift or hospitality with a value in excess of fifty pounds. d. <i>Dispensations</i> – none. 	Clerk
19/2019	<p><u>Minutes of Meetings –</u></p> <ul style="list-style-type: none"> a. <i>Full Council Meeting</i> – 22nd January 2019, AGREED as a true record. 	
20/2019	<p><u>Planning Matters –</u></p> <ul style="list-style-type: none"> a. <i>Neighbourhood Plan (NP)</i> – Cllr. Moore had circulated a written report (copy on file). A copy of the Plan was made available at the Meeting, together with a copy of the Sustainability Check. A number of additional green spaces (not included in the old Caradon Development Plan) will be considered but Members felt that these should only include publicly accessible land and not private land. Mr Paul Webber of Situ8 (recommended by CC) had been appointed to prepare the Draft NP at a cost of £2,400+VAT. The Clerk had signed and returned the agreement, together with a cheque for £1,200+VAT (50% of the agreed costs). Cllr. Moore will speak to Mr Colin Wilson, Polruan Town Trust regarding the land they own and how this would fit into the NDP. She said that it is understood that any future development around the harbour would be subject to public consultation. Cllr. Fisher was concerned that development boundaries might prevent 'beneficial' development. Cllr. Moore said the NDP Steering Group will consider this further. She pointed out the Plan had to go to public consultation, and all this could change. Noted Ms Melissa Burrow, CC had been appointed as the Neighbourhood Planning Officer for Lanteglos by Fowey. Details emailed. b. <i>Housing Working Party (HWP)</i> – Minute 4e/2019 refers. A meeting with Mr Andrew George, Cornwall Community Land Trust i.r.o. setting up an HWP had been held on 7th February 2019. Notes of the meeting were previously circulated via email. c. <i>Planning Applications</i> – including any applications received after the agenda had been published. <ul style="list-style-type: none"> i. <u>PA19/00309, Highfields, Townsend</u> – extension to the house. Demolition of the garage. External works including a new vehicular entrance to the site. NO OBJECTION. ii. <u>PA18/11145, Land S of Whitecross Cottages, Lanteglos</u> – installation of sewage treatment plant and associated works. Members prefer the original proposal. OBJECT because there is insufficient turning space in the layby, which will make it more hazardous to road users. Members are disappointed that the opportunity was not taken to increase capacity. d. <i>Planning Applications</i> – approved/closed by CC: information only. <ul style="list-style-type: none"> i. <u>PA18/03386/PREAPP, Land E of Bodinnick Heights, Old Road, Bodinnick</u> – pre-app enquiry for the construction of 14 new dwellings to include 7 plots for affordable housing and 7 plots for market housing. The case officer, in making the planning response to this application, had indicated the HomeChoice housing register need is 17 households in the parish. ii. <u>PA18/09637, Ring O'Bells, Pont Bottom, Highway</u> – conversion and extension of existing traditional stone barns to a single dwelling with associated parking. 	Cllr. Moore Clerk Clerk

	<p>iii. <u>PA18/11394, Lynton, Tinkers Hill, Polruan</u> – provision of pitched roof in lieu of flat roof to existing building.</p> <p>iv. <u>PA18/11411, Rhoslan, 4 Tinkers Hill, Polruan</u> – demolition of existing sub-standard dwelling, and replacement with energy efficient timber frame dwelling.</p> <p>v. <u>PA18/11517, 2 Florizel Mews, Fore Street, Polruan</u> – conversion of garage, guest house and two existing dwelling units into eight houses with variation of condition 2 of Decision Notice 5/10/83/00097F dated 6th June 1983 to allow use for holiday letting.</p> <p>vi. <u>PA18/11527, 3 Florizel Mews, Fore Street, Polruan</u> – conversion of garage, guest house and two existing dwelling units into eight houses with variation of condition 2 of Decision Notice 5/10/83/00097F dated 6th June 1983 to allow use for holiday letting.</p> <p>vii. <u>PA18/11770, Land and Agricultural Buildings SW of Pont Cottage, Lanteglos</u> – proposed detached dwelling.</p> <p>viii. <u>PA18/11848, 42 West Street, Polruan</u> – change the pebble dash on the north road facing wall to painted render; remove 2 chimneys to the west elevation; install 2 circular windows in the north facing gable end and re-slate the wall. Block up windows on the west elevation and add two roof lights in the west elevation.</p> <p>e. <i>Planning Area Team 7</i> – emails setting out the full implementation of Area Team Planning in Cornwall had been circulated via email, including a list of officers dealing with the Lanteglos by Fowey area.</p> <p>f. <i>MLA/2018/00484, Prime Cellars, Old Road, Bodinnick</i> – Marine Management Organisation consultation for Proposed stone slipway at Prime Cellars: Full Review Delivery.</p> <p>g. <i>C. Toms & Sons Yard</i> – Cllr. Moore had circulated a report, following the site meeting held on 25th February 2019 (copy on file). The meeting was called to talk through the implications of the new planning application for a further infill of part of the yard later this year. This will mean there will be a periodic increase in the volume of traffic in Fore Street delivering hardcore and ready mixed concrete and the owners are keen to negotiate a Traffic Management Plan in consultation with local business owners and the Parish Council.</p> <p>Mr Toms had identified a colony of sea horses near his property.</p> <p>It was AGREED to write to Mr Toms and request that the field set aside at the top of the village for deliveries is made clear it is intended for this purpose, as articulated lorries are driving down to Greenbank because the drivers don't know where they should be unloading.</p>	Clerk
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21/2019	<p><u>Highway Matters</u> –</p> <p>a. <i>Road Signage</i> –</p> <ul style="list-style-type: none"> i. <u>Fingerposts</u>: <ul style="list-style-type: none"> • <i>Mixtow</i> – Highways had previously refused permission to replace metal signs with wooden ones. In view of this Members AGREED to take no further action on this matter. ii. <u>Other Road Signs</u> – the Clerk had reported the items below and in Minute 21b/2019 and sent reminders on 13th and 25th February. Highways' response was to advise they will look into each of these items when someone is next in the area and action as/if necessary. <ul style="list-style-type: none"> • <i>Church Lane Turning</i> – currently lying on top of the hedge. November public forum refers. • <i>Bodinnick</i> – the metal road sign as you approach the turns for Trethake and St Veep from the direction of Bodinnick is wrong. It suggests the St Veep turn is before Trethake. 	Clerk
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	<p>b. <i>Other Highway Issues</i> – there had been response from Highways i.r.o.:</p> <ul style="list-style-type: none"> i. <u>Poltec Lane</u> – Members to consider a proposal to clear the vegetation growing. It was clarified Poltec Lane is behind the council houses at Whitecross. The Clerk to advise Highways. ii. <u>Highway Hill</u> – January Public Forum refers. Highways had been asked when repairs to the road would be undertaken, given that green paint had sprayed some time ago. The hedges at the top of Highway Hill that are a traffic hazard and the brambles, above Lawhippett, had also been reported. iii. <u>Road from Little Churchtown Farm to Pont Hill, Ref. W1918673</u> – subsidence of the road. A photograph and map had been provided to Highways, who advised they had inspected the issue and we had determined that in accordance with our Highway Maintenance Manual it is not an immediate safety hazard. They will continue to monitor. Members consider this to be urgent. The Clerk to advise Highways. iv. <u>Essa</u> – there is signage directing traffic coming up from Pont, but nothing for traffic travelling from Polruan / Polperro. May I ask if we could change it for a fingerpost as per the recommendation in the Direction Signing Manual https://www.cornwall.gov.uk/media/3624946/Signing_1.pdf v. <u>Bodinnick Re-surfacing</u> – there had been problems with the tarmac supplied to Cormac and some areas will need to be replaced. One area is half way up the hill, the other at the bottom. Resurfacing is scheduled for the following day. vi. <u>Layby at Saffron Cottage, Pont</u> – layby is subsiding. Cllr. Fisher reported this online. <p>c. <i>Greenbank Fence</i> – Highways' Works Programming Team confirm that Greenbank Polruan is on the programme to start at the end of February / early March, however this could be subject to change due to emergencies or weather conditions. The Clerk to send a reminder.</p> <p>d. <i>Road Closures</i> – Essa, Polruan and Road from Townsend to Essa, 25th to 29th March 2019 (22:00 to 02:00). Details previously emailed.</p>	Clerk
22/2019	<p><u>Environmental / Amenity Matters</u> –</p> <p>a. <i>Public Conveniences</i> –</p> <ul style="list-style-type: none"> i. <u>The Quay WCs</u> – Cllr. Fisher had purchased new toilet roll holders and soap dispensers. Refurbishment work is due to commence shortly. ii. <u>Frogmore WCs</u> – Mr Smithson asked to repair the flush in the ladies. The Clerk reported that since then the flush handle had been broken. She will ask Mr Smithson to repair this, too. iii. <u>St Saviour's WCs</u> – refurbishment work to commence shortly. iv. <u>Legionella Testing</u> – Cllr. Fisher to provide the test results as an interim measure, until the new contract commences April 2019. <p>b. <i>Parish / Emergency Flood Plan</i> – Cllr. Carter said there is a Flood Forum meeting next week. For further consideration at the March meeting. Cllr. Talling queried whether the Fire Service has an Emergency Plan.</p> <p>c. <i>Bodinnick Bench</i> – Cllr. Bunt will look into this and a decision regarding whether to purchase a new recycled 'Phoenix Bench' from Glasdon Ltd. at a cost of £437.52+VAT will be made at the March meeting. https://uk.glasdon.com/phoenix-tm-recycled-material-seat</p> <p>d. <i>Penpol up through to Colquite (FP 613/27/4)</i> – Mr James Clapp, Cormac, Countryside Officer, advised they will inspect the broken slats on the boardwalk and arrange for repairs to be made as required. Minute 10b/2019 refers.</p>	Clerk Cllr. Fisher Cllr. Carter / Clerk Cllr. Bunt / Clerk

23/2019	<p><u>Financial Matters –</u></p> <p>a. <i>Accounts for Payment</i> – schedule 2018/19-09 to a value of £4,263.17 was APPROVED for payment.</p> <table border="1"> <thead> <tr> <th>PAYMENTS</th><th>Price</th><th>VAT</th><th>Total</th></tr> </thead> <tbody> <tr> <td>Situ8 - NDP preparation</td><td>1,200.00</td><td>240.00</td><td>1,440.00</td></tr> <tr> <td>Mrs Thompson - salary</td><td>570.84</td><td></td><td>570.84</td></tr> <tr> <td>HMRC</td><td>144.18</td><td></td><td>144.18</td></tr> <tr> <td>Mrs Thompson - expenses Dec - Feb</td><td>134.10</td><td></td><td>134.10</td></tr> <tr> <td>Mrs Fisher - WC cleaning</td><td>725.00</td><td></td><td>725.00</td></tr> <tr> <td>Repairs to Frogmore+St Saviour WCs</td><td>100.00</td><td></td><td>100.00</td></tr> <tr> <td>Toilet roll holders + soap dispensers</td><td>77.92</td><td>15.58</td><td>93.50</td></tr> <tr> <td>SW Water - St Saviours WCs</td><td>274.06</td><td></td><td>274.06</td></tr> <tr> <td>SW Water - Quay WC (two quarters)</td><td>781.49</td><td></td><td>781.49</td></tr> <tr> <td></td><td></td><td></td><td>£4,263.17</td></tr> </tbody> </table> <p>b. <i>Bank Reconciliation</i> – Cllr. V. Libby verified the bank reconciliation in accordance with the Financial Regulations.</p> <p>c. <i>Grant Request</i> – Members RESOLVED to refund £204 to Whitecross Village Hall committee as a one-off payment, to cover the cost of cleaning the Hall Walk War Memorial. Members CONFIRMED they did not consider it appropriate to assume responsibility for the memorial on Hall Walk and declined to accept it as a parish asset.</p>	PAYMENTS	Price	VAT	Total	Situ8 - NDP preparation	1,200.00	240.00	1,440.00	Mrs Thompson - salary	570.84		570.84	HMRC	144.18		144.18	Mrs Thompson - expenses Dec - Feb	134.10		134.10	Mrs Fisher - WC cleaning	725.00		725.00	Repairs to Frogmore+St Saviour WCs	100.00		100.00	Toilet roll holders + soap dispensers	77.92	15.58	93.50	SW Water - St Saviours WCs	274.06		274.06	SW Water - Quay WC (two quarters)	781.49		781.49				£4,263.17	Clerk
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24/2019	<p><u>Correspondence / Documents</u> – not covered elsewhere on the agenda:</p> <p>a. <i>Citizens Advice Cornwall</i> – report regarding the provision and access to services in rural areas had been circulated via email.</p> <p>b. <i>Clerk's and Councils Direct</i> – March 2019 issue. Chairman's copy.</p> <p>c. <i>Winter Wellbeing Guide</i> – 2018/19.</p>																																													
25/2019	<p><u>Information Only / Items for Future Agendas –</u></p> <p>a. <i>Grit Bin, Bodinick Heights</i> – Members to consider providing a grit bin. It was confirmed a supply of grit is held at Whitecross.</p> <p>b. <i>Meetings at Polruan</i> – planning applications will need to be downloaded as there is no WIFI access in the WI Hall.</p>	Clerk																																												
26/2019	<p><u>Diary Dates –</u></p> <p>a. <i>Council Meeting</i> – 26th March 2019 at Whitecross Village Hall.</p> <p>b. <i>NP Meeting</i> – 12th March 2019.</p> <p>c. <i>Parish Meeting</i> – 15th April 2019.</p> <p>Members set the date of the 15th April 2019 Parish Meeting. (Annual Parish Meeting 2016 refers.) It was agreed to provide tea & coffee and cakes from Crumpets for 20. Cllr. T. Libby to book the caterers and the Clerk to invite village organisations.</p> <p><i>Parish Meeting 2018</i> – Cllr. Fisher will provide the Notes of the meeting.</p> <p>d. <i>Climate Change and Neighbourhood Planning</i> – conference on Saturday, 9th March 2019. Details previously emailed. Place booked for Cllr. Carter.</p> <p>e. <i>Great British Spring Clean</i> – 22nd March – 23rd April 2019. Details previously emailed.</p> <p>f. <i>Meet the Planners</i> – 27th March 2019, 5.00-6.30 pm, Liskeard Town Hall. Details previously circulated via email.</p>	Cllr. T. Libby / Clerk Cllr. Fisher																																												
27/2019	<p><u>Closed Session</u> – in view of the confidential nature of the business about to be transacted, namely quotations, it was RESOLVED that it is advisable in the public interest that the press and public be excluded and they were instructed to withdraw.</p>																																													

28/2019	<u>Enforcement Cases</u> – Ms Felicity Copplestone had apologised for the delay but she had been unwell and because of this both cases had not progressed any further to date. She is hoping to action the case i.r.o. installation of a fuel pump in a conservation area next month. The Clerk to seek updates for the March meeting.	Clerk
29/2019	<u>Meeting Closed</u> – 21.12pm.	

Signature: (Cllr. Moore)
 Parish Council Chairman

Date: 26th March 2019